



Memorandum

TO: PUBLIC SAFETY, FINANCE AND
STRATEGIC SUPPORT COMMITTEE

FROM: Robert L. Davis

SUBJECT: SEE BELOW

DATE: January 21, 2010

Approved

Date

1/13/10

SUBJECT: HIRING OF RETIRED SWORN OFFICERS TO PERFORM
ADMINISTRATIVE POLICE WORK

RECOMMENDATION

Public Safety, Finance and Strategic Support Committee (PSFSSC) accept staff's recommendation to no longer pursue this referral regarding Police Officer retirees performing administrative duties, as directed in the Mayor's March Budget Message (Item 15f).

BACKGROUND

The City Council approved the Mayor's March Budget Message, which included the following direction:

f. Sworn Police Retirees Perform Administrative Duties: Direct the City Manager to explore benefits of hiring retired sworn officers to perform administrative police work, including but not limited to, background checks, report filing and booking/processing. This should be included in the Public Safety, Finance and Strategic Support Committee agenda within 60 days.

The Department presented a workload assessment to the PSFSSC on June 18, 2009 and recommended the final response to this referral be presented at the same time the civilianization audit is issued in order to have a broader perspective of the recommendation.

ANALYSIS

Due to the ninth year of budget reductions, the Department has been reviewing various options that address cost, efficiencies, and workload. The concept to rehire retired sworn officers was identified last fiscal year as an option for the Department to review.

One idea proposed by the Department was to consider the rehiring of retired police officers to perform certain police-related administrative tasks. Because this referral is related to the Auditor's Civilianization Study, the Department was directed to defer the assessment of this referral until the Auditor's Civilianization Study was concluded. The Auditor's Civilianization Study made no recommendations related to this proposal.

The Department initially believed there could be cost savings and resource efficiencies gained by hiring a retired police officer with law enforcement and investigative experience. With a previous background in these fields, a SJPd officer/retiree could bring an added efficiency to those police specific administrative tasks being performed, such as those conducted during the hiring phase by the Department's Police Personnel Background Unit.

Currently, the Department places budgeted, on-duty officers in temporary assignments to conduct recruit background investigations. The proposal to hire police retirees for this purpose would allow officers to remain in their regular patrol or investigative assignments, rather than be temporarily assigned to conduct background checks, which would result in resource efficiencies for the Department.

Because these duties are part-time (14-week period per Academy) and are dependent upon the Police Academy schedule and number of recruits approved for hiring, this position would need to be a part-time classification. The Department would need to work with Human Resources (HR) staff to create a new job description and pay scale for this new part-time position.

During the review of this proposal, the City Attorney's Office (CAO) and Human Resources (HR) identified several legal and programmatic issues of concern. It was determined that the City could not limit the rehired positions to retired SJPd police officers only, but would need to make the position open to all qualified candidates. Once the Department learned of this restriction, the anticipated efficiencies gained by hiring retired officers with SJPd-specific experience were lost. Rather than a cost savings, the City would incur additional costs through the recruitment, background, hiring and training of any candidates applying for this position.

Other considerations related to hiring retired officers include further review of certain requirements under the City Charter and the Municipal Code related to temporary unclassified employment. Additionally, any new position would require the Office of Employee Relations to meet and confer with affected bargaining units.

COST IMPLICATIONS

The assessment of this proposal determined that the hiring of retired police officers to conduct administrative duties cannot be limited to SJPd retirees only. Therefore, the anticipated efficiencies and cost savings would not be realized. If this proposal were to move forward, the Department believes there would be additional costs to the City to create a new part-time position. These costs would include a classification and pay scale study, recruiting, backgrounding, hiring, training and salary.

COORDINATION

This memorandum has been coordinated with the Office of Employee Relations, the Human Resources Department, the City Attorney's Office, and the City Manager's Office.

D/c Cavallaro
✓ ROBERT L. DAVIS
Chief of Police

RLD:TS:CE

